



BOBBY D. CAGLE  
Director

GINGER PRYOR  
Chief Deputy Director

County of Los Angeles  
**DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

425 Shatto Place, Los Angeles, California 90020  
(213) 351-5602



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# ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

January 07, 2020

26 January 7, 2020

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

CELIA ZAVALA  
EXECUTIVE OFFICER

Dear Supervisors:

**REQUEST TO APPROVE A ONE-YEAR CONTRACT EXTENSION WITH  
THE COMMUNITY COLLEGE FOUNDATION FOR RESOURCE FAMILY APPROVAL TRAINING  
SERVICES CONTRACTS  
(ALL DISTRICTS) (3 VOTES)**

**SUBJECT**

The Department of Children and Family Services (DCFS) requests the Board's approval to amend the Resource Family Approval Training (RFAT) contracts with The Community College Foundation (TCCF) to extend the contracts for one year, effective February 1, 2020 through January 31, 2021, and for up to six additional months through July 31, 2021, if necessary, to allow sufficient time to complete the Request for Proposals process.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Delegate authority to the Director of DCFS, or his designee, to execute amendments substantially similar to Attachment I to the RFAT contracts. The amendments will extend the contracts for one year, effective February 1, 2020 through January 31, 2021. The cost to extend these contracts is approximately \$1,016,334 annually, to be financed using 75 percent (\$762,251) Federal funds, 17.5 percent (\$177,858) State funds, and 7.5 percent (\$76,225) net County cost (NCC). Sufficient funding is included in the Fiscal Year 2019-2020 budget.
2. Delegate authority to the Director of DCFS, or his designee, to execute future amendments to the four RFAT contracts with TCCF, to make changes to the scope of work or the terms and conditions, if such changes are necessary to meet any Federal, State, or County requirements. The approval of County Counsel will be obtained prior to executing such amendments and the Director or his designee will notify the Board and the Chief Executive Office (CEO) within ten days of executing

such amendment.

3. Delegate authority to the Director of DCFS, or his designee, to extend the contract term by written notice for a period not to exceed six months beyond January 31, 2021, if such additional time is necessary to complete the negotiation or solicitation of a new contract provided: (a) sufficient funding is available for the extension, (b) County Counsel approval is obtained prior to executing the extension, and (c) the Director of DCFS, or his designee, notify the Board and the CEO in writing within ten work days of the written notification's execution.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

RFAT formerly known as Partnering for Safety and Permanence – Model Approach to Partnerships in Parenting (PS-MAPP) began on August 1, 2014, as a training program to provide foster and adoptive parents with a firm foundation of knowledge, skills, and attitudes regarding foster care and adoption, and to enhance the ability of foster and adoptive parents to care for the children placed in their homes. Effective January 1, 2017, the California Department of Social Services implemented new requirements for RFA that necessitated changes to these contracts. As a result of the new statewide requirements, the PS-MAPP contracts were renamed RFAT. The following changes to the Statement of Work were made: 1) Replaced the 33-hour PS-MAPP curriculum with the RFA 12-hour pre-approval training curriculum and the 8-hour pre-placement training curriculum, 2) Added First Aid and CPR training as deliverables, and 3) Changed the name of the contracts to RFAT.

### **Implementation of Strategic Plan Goals**

The recommended actions are consistent with the principles of the Countywide Strategic Plan Goal Number I – Make Investments that Transform Lives, Strategy I.1.1, Promote Supportive Parenting. The recommended action will fulfill DCFS' commitment to safety, permanency, and well-being/education by preparing all prospective resource parents to support the goals of reunification, and when that is not possible, to provide permanence to a child.

### **FISCAL IMPACT/FINANCING**

The maximum annual contract sum is approximately \$1,016,334, to be financed using 75 percent (\$762,251) Federal funds, 17.5 percent (\$177,858) State funds, and 7.5 percent (\$76,225) NCC. Sufficient funding is included in the Department's Fiscal Year 2019-2020 budget and will be included for subsequent fiscal years in DCFS' future budget requests.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

DCFS has the responsibility of recruiting and training potential resource (foster/adoptive) parents and participates with the California Department of Social Services conducting orientations for prospective resource parents.

These training services provide the potential resource (foster/adoptive) parents with guidance and a thorough understanding of their roles. It provides an opportunity for DCFS to observe and assess potential resource (foster/adoptive) parents. Classes are offered in English and Spanish throughout the eight Service Planning Areas (SPA). Sign Language interpreters are available for attendees who are deaf. Other languages will be accommodated upon request.

## **CONTRACTING PROCESS**

The Department utilized a publicly posted Request for Proposals solicitation process to seek an agency to provide PS-MAPP services throughout the Los Angeles County. On July 29, 2014, the Board approved DCFS' recommendation to award TCCF four contracts to provide PS-MAPP, now RFAT services, to the eight SPAs.

DCFS has determined that the Living Wage Program (County Code Chapter 2.201) does not apply to this contract.

The contract is in compliance with all Board and CEO requirements. County Counsel and the CEO have reviewed this Board letter. County Counsel approved the contract amendment as to form.

## **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended action will enable DCFS to continue compliance with the State-mandated Resource Family Approval process to assess resource parents.

## **CONCLUSION**

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send an adopted stamped copy of the Board letter and attachment to:

Department of Children and Family Services  
Contracts Administration Division  
Attention: Leticia Torres-Ibarra, Manager  
425 Shatto Place, Room 400  
Los Angeles, CA 90020

Respectfully submitted,



BOBBY D. CAGLE

Director

BDC:KRLTI:TN

Enclosures

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors



**AMENDMENT NUMBER THREE**

**CONTRACT NUMBER \_\_\_\_\_**

**WITH**

**THE COMMUNITY COLLEGE FOUNDATION**

**\_\_\_\_\_ REGION**

**FOR**

**RESOURCE FAMILY APPROVAL TRAINING**

**AMENDMENT NUMBER THREE  
RESOURCE FAMILY APPROVAL TRAINING  
CONTRACT NUMBER \_\_\_\_\_**

This Amendment Number Three ("Amendment") to Resource Family Approval Training Contract ("Contract") with The Community College Foundation, is made and entered into by and between the County of Los Angeles ("COUNTY"), and The Community College Foundation ("CONTRACTOR"), on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**WHEREAS**, COUNTY and CONTRACTOR are parties to the Contract adopted by the Board of Supervisors on July 29, 2014, and CONTRACTOR has been providing Resource Family Approval Training services to the COUNTY;

**WHEREAS**, a purpose of this Amendment is to extend the contract for one year effective February 1, 2020 through January 31, 2021; and

**WHEREAS**, this amendment is prepared and executed by COUNTY and CONTRACTOR as set forth in the Part II, Standard Terms and Conditions, Section 7.0, Changes and Amendments; and

**NOW, THEREFORE**, in consideration of the foregoing and mutual consent herein contained, COUNTY and CONTRACTOR hereby agree to amend the Contract as follows:

1. **Part I, Unique Terms and Conditions, Section 2.0, Term, Subsection 2.1.2** is added to read as follows:
  - 2.1.2 The term of this Contract is extended for a one-year period, beginning on February 1, 2020, and continuing through January 31, 2021, unless terminated earlier or extended, in whole or in part, as provided in this Contract.
2. **Part I, Unique Terms and Conditions, Section 3.0, Contract Sum, Subsection 3.1.2** is added to read as follows:
  - 3.1.2 The Maximum Contract Sum for the contract period of February 1, 2020 through January 31, 2021, shall not exceed \$\_\_\_\_\_.
3. **Part I, Unique Terms and Conditions, Section 4.0, Insurance Requirements, Subsection 4.2.3** is amended to read as follows:
  - 4.2.3 **Workers Compensation and Employers' Liability** insurance or qualified self-insurance satisfying statutory requirements, which includes Employers' Liability coverage with limits of not less than \$1 million per accident. If Contractor will provide leased employees, or, is an employee leasing or temporary staffing firm or a professional employer organization (PEO), coverage also shall include an Alternate Employer Endorsement (providing scope of coverage equivalent to ISO policy form WC 00 03 01 A) naming the County as the Alternate Employer. The written notice shall be provided to County at least 10

days in advance of cancellation for non-payment of premium and thirty 30 days in advance for any other cancellation or policy change. If applicable to Contractor's operations, coverage also shall be arranged to satisfy the requirements of any Federal workers or workmen's compensation law or any Federal occupational disease law.

**AMENDMENT NUMBER THREE  
RESOURCE FAMILY APPROVAL TRAINING  
CONTRACT NUMBER \_\_\_\_\_**

IN WITNESS WHEREOF, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Three to be subscribed on its behalf by the Director of the Department of Children and Family Services and the CONTRACTOR has caused this Amendment Number Three to be subscribed on its behalf by its duly authorized officer(s) as of the day, month and year first above written. The person(s) signing on behalf of the CONTRACTOR warrants under penalty of perjury that he or she is authorized to bind the CONTRACTOR in this Contract.

COUNTY OF LOS ANGELES

\_\_\_\_\_  
BOBBY D. CAGLE, Director  
Department of Children and Family Services

THE COMMUNITY COLLEGE FOUNDATION  
CONTRACTOR

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

By \_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

\_\_\_\_\_  
68-0016439  
Tax Identification Number

APPROVED AS TO FORM:

BY THE OFFICE OF COUNTY COUNSEL  
MARY C. WICKHAM, COUNTY COUNSEL

BY \_\_\_\_\_  
David Beaudet, Senior Deputy County Counsel